

**MEETING  
MINUTES**

# Clatsop County Emergency Preparedness Meeting

**Minutes from Jan 20, 2011 Meeting  
Camp Rilea, 116 ACS, Oregon Air National Guard, Building 7116, 91588  
McCarter Road, Warrenton, OR 97146**

**Type of meeting:**

Monthly Emergency Preparedness Committee Meeting

**Attendees:**

Ed Hauer Jr., Don Hillgaertner, Tom Manning, Gene Strong, Steve Straily, David Kantz, Bill Davidson, Dorothy Davidson, Alice Wood, Lori Christiansen, Doug Barker, Dean Perez, Patrick Wingard, Deb Sterling, Scott Reuter, Victoria Lewis, Justin Parker, Julie Flues, CPT Sung Yoon Ji, Michael Mueller, Darryl Aldrich, Carl Barnett and Eric Meyer

## Agenda topics

Emergency Management Update	Gene Strong
Grants	Gene Strong
OpsCenter	Gene Strong
Red Cross	Julie Flues
Communications	Lynn Smith
Training/Exercise Committee	Margo Lalich
EOC	Gene Strong
CHAT	Patrick Corcoran
CERT	Bill & Dorothy Davidson
LEPC	Gene Strong
Long-Term Recovery	Scott Reuter
ARES/Races	Jeff Holwege
Public Outreach	Tom Manning

**Special notes:**

MEETING  
NOTES

# Clatsop County Emergency Preparedness Meeting

**Meeting called to Order:** @ 10:02 AM Gene Strong called the meeting to order  
**Introductions:** By Chairman Gene Strong  
**Adoption of Meeting Notes:** @ 10:12 AM \*\* Moved to next Meeting to approve and adopt Nov 18, Jan 20, meeting minutes \*\*

**New Business:**

- Reba Mc Entire Concert Planning team will be developing an Incident Action Plan. They are planning for over 15,000 participants. The County EOC will be working with this event and may need assistance from our RACES/ARES HAM Radio Operators.
- We will be working with the State Fire Marshal's Office to fund a HazMat Exercise through the LEPC Grant Program.

**Old Business:**

- Deb Sterling also talked about the goals and objectives of the program. The positions are being funded through the Department of Geology and Mineral Industries. The position will be ending this June and would like to utilize some of the unspent funds on Public and Business Outreach. Buying Map your Neighborhood booklets etc.
- The County EOP will be available on CD Disc for member of our E-Prep Committee. If you would like a disk and have not received one please contact us at the Emergency Management Division 503-325-8645.

## Agenda topics

### Emergency Management Update

Gene Strong

- The Emergency Management Division has developed this new format to include action items and to make the meeting more informative and beneficial for our committee members.
- Please comment and provide input for additional areas of interest and to complete our upcoming survey early next year.

- Additional Radio's, which includes the following bands VHF, UHF and HF frequencies. This will provide additional communications capabilities at our new office location. Our RACES/ARES volunteers will do the installation work at our 800 Exchange Facility, so we can use our office during small emergency incidents.

Conclusions:

Action items:

Person responsible:

Deadline:

Survey Form

Gene Strong

3/31/11

News Letter

Gene Strong

3/31/11

### Grants

Gene Strong

Discussion:

- Homeland Security Grants: Emergency Management Division did not receive our Regional Long Term Recover Grant for this year's allocation. We did receive \$67,292 for our Communications Grant and \$9,730 for our CERT Grant. Funding has not been released and we are still waiting for the contract from Oregon Emergency Management.
- New EOC Grant under EMPG program was successful and we have \$250,000 for building our new communications wing at Camp Rilea.

Conclusions:

Action items:

Person responsible:

Deadline:

A new MOU with OWIN was developed and a draft copy has been sent to OWIN for their review and comment. We hope to have a sign agreement by March of this year.

Tom Manning/Gene Strong

3/31/11

Ops-Center		Gene Strong	
Discussion:			
OPS Center Training OEM – Training did occur the last week in December and we will have a follow-up class on January 27, 2011.			
Conclusions: There will be a class for about 6 people to receive the Train-the-Trainer training. These trained members will schedule training for our additional local users.			
Action items:		Person responsible:	Deadline:
T-T-T for 6 people		Gene Strong	3/2010
Red Cross		Julie Flues	
Discussion: Julie is offering a Red Cross Shelter Management Course on Feb 28, 2011 she also indicated that we will be working with the communities on emergency preparedness outreach.			
Conclusions:			
Action items:		Person responsible:	Deadline:
Coordinating Training		Julie Flues	2/28/11

Communications

Lynn Smith

Discussion:

The Emergency Management Division met with OWIN and Senator Betsy Johnson and she agreed to move forward on our Clatsop County Communication Projects with the funds from OWIN that have already been allocated. The next meeting will be on Feb 2, 2011

We will be updating our e-mail list and will be sending out a test message, to ensure that everyone on the committee is receiving our email. It was reported that 5 attendees were not receiving email.

Conclusions:

Lynn Smith may have an update on our next meeting

Action items:

Tom Manning sent out Test email for committee members

Person responsible:

Lynn Smith

Deadline:

2/17/2011

Training/Exercise Committee

Margo Lalich

Discussion:

Margo is working with our Training and Exercise Sub-committee and has developed a standardize list with most of our training and exercises within Clatsop County. There will be a Cascadia II Exercise coming up on March 25-27 2011. The Oregon Military Department will be conducting the Exercise and any IMT volunteers that would like to participate can contact Tom Manning for more information.

There will be a planning meeting in Jewell for their upcoming Roll-Over Bus Accident in May. The planning date will be on January 29, 2011 at Fire Station 1 and will start at 3:00 PM There is also some additional training classes for Type III Operation Chief, Planning Chief, Logistics Chief and Finance Chief. If interested contact Gene Strong or Tom Manning.

Conclusions:

Action items:

Update Committee on Cascadia Peril II Exercise

Person responsible:

Tom Manning

Deadline:

2/17/2011

Jewell Exercise Update for next meeting

Carl Barnett

2/17/2011

EOC

Gene Strong

Discussion:

- Dean Perez reported that the EOC Communications wing at Camp Rilea is moving forward and is supported by the County. Additional match will be leveraged with OWIN. This was in our original plan with OWIN. The meeting held last week was very positive with OWIN. We are developing a detailed narrative update and a new intergovernmental agreement. The projected cost for our new EOC communications wing will be around \$500,000.00.

Conclusions: a new intergovernmental agreement is in Draft and OWIN is reviewing. We are looking to expand our capabilities by adding a Mobile EOC vehicle. The A&E has been done for the new EOC at Rilea. The EOC is out of the Tsunami Inundation Zone according to DOGAMI's maps.

Action items:	Person responsible:	Deadline:
Adopt new MOU/IGA	Gene/Tom/Dean	3/31/11

CHAT	Patrick Corcoran
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Discussion:

- Doug Barker reported that County HAM Repeater frequencies are now in the Travel Guide. Additionally, the City is looking to take 1% of the Transient room tax to support community preparedness and Tsunami outreach. Cannon Beach has a future goal of building a vertical evacuation site.

Conclusions:

Action items: None	Person responsible:	Deadline:

CERT

Bill & Dorothy  
Davidson

Discussion:

- Bill & Dorothy Davidson reports that their next Astoria CERT Academy will be April 7 – June 4, 2011. The county CERT teams gave 1544 hrs of volunteer service for 2010.
- Seaside CERT has expanded their HAM radio operators and communications capabilities
- Lewis and Clark CERT are following up with the school after their successful drill last October. They will be meeting with the school on Feb 29, 2011 to work on emergency supplies and sheltering needs.
- Elsie Vine’ maple CERT has had 2 members complete first responder training. They had a very good meeting last week on HAM radio familiarization on the FT-60 hand held radio.
- The new Gearheart Fire Station has installed a HAM radio station

Conclusions: Continue to support our Countywide CERT Programs

Action items: On going training for new CERT programs	Person responsible:	Deadline:
	Bill & Dorothy Davidson	On-Going

LEPC

Gene Strong

Discussion: Nothing to Report

Conclusions: The next LEPC meeting will be on Feb 17, 2011 @ 9:00AM

Action items:	Person responsible:	Deadline:
To review local HAZMAT Plans	LEPC Committee	2/28/11

Long-Term Recovery		Scott Reuter
Discussion:		
<ul style="list-style-type: none"> <li>We are on the last project from the 2007 Storm and we should be completing this month.</li> </ul>		
Conclusions: This project should be our last open Long Term Recovery project from the 2007 Storm		
Volunteers to move this project to conclusion are doing the grading and slab/foundation work.		
Action items:	Person responsible:	Deadline:
Will report status at next Feb Meeting	Scott Reuter	02/17/11
ARES/Races		Jeff Holwege
Discussion:		
<ul style="list-style-type: none"> <li>Jeff Holwege – Reported that the after action report from Marion County following their Tornado showed that there ARES Ham’s were slow to activate and they only handled 3 messages verse 365 messages that we handled during the Dec Storm of 2007. The Humbug Repeater site is going up soon.</li> <li>Don Hillgaertner – Reported that the Sunset Empire Amateur Radio Club was 80 years old. There will be a Pot-Luck Dinner at the Old Officer’s Club at Camp Rilea this Saturday to celebrate and to hold the clubs business meeting.</li> </ul>		
Conclusions: The ARES and RACES program continues to go and be active in our county		
Action items:	Person responsible:	Deadline:
Will report the status of the EMD Radio’s at the new facility	Jeff/Don/Tom	2/17/11

## Public Outreach

Tom Manning

## Discussion:

- Patrick Wingard held 2 outstanding Tsunami Outreach Workshops last week and he indicated that he only has until June until his contract is up with DOGAMI. He would like to work with us to build a strong program so we can carry on with is good work.
- Deb Sterling also indicated that there was some funding available for Tsunami/All Hazards Outreach for Business and community programs. Funds could be used to buy more Maps your Nationhood Books and other supplies. She will be working closely with Emergency Management Division.

Conclusions: Report any preparedness training held during the month so Tom Manning can report to OEM on our outreach programs that are currently being taught throughout the county.

## Action items:

## Person responsible:

## Deadline:

Coordination of public outreach workshops, etc.

Tom Manning/Patrick Wingard

On-Going

**Next Meeting:**

EPrep Feb 17, 2011 @ 1000 Hrs. Camp Rilea Air Guard Facility Conference Room/Mess Hall.

**Please note that the LEPC meeting will be at 0900 hours**